

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1	April	2020		31	March

Section A Reference and administration details

Charity name	Signpost	
Other names charity is known by		
Registered charity number (if any)	1167027	
Charity's principal address	St Marys Churchyard	
	High Street	
	Watford	
	Postcode	WD17 2BE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Guy Foxall			
2	Steve Bailey		From Nov 2020	
3	Elizabeth Knight		From Nov 2020	
4	Max Beddard	Treasurer	From Nov 2020	
5	Helen Gracie	Chair	From Nov 2020	
6	Tom Sharples		To Jan 2021	
7	Shelia Barton			
8	Claire Henshaw		To Nov 2020	
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14				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 10 May 2016
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Trustees appointed at the AGM. Trustees may co-opt additional people to serve to fill casual vacancies and skills gaps.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the Charity are:

1. to advance the education of children and young people under the age of 25 years and the parents, carers or guardians of such young persons;
2. to preserve and protect the mental and physical health of children and young people under the age of 25 by the provision of counselling and other therapeutic services for such persons, without distinction of race, nationality, sexual orientation, disability, religious or political beliefs.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Service delivery activities.

The objects of Signpost are:

1. to advance the education of children and young people under the age of 25 years and the parents, carers or guardians of such young persons;
2. to preserve and protect the mental and physical health of children and young people under the age of 25 by the provision of counselling and other therapeutic services for such persons, without distinction of race, nationality, gender, sexual orientation, disability, religious or political beliefs.

MAIN ACTIVITIES AND PUBLIC BENEFIT

Service delivery activities

A national lockdown announced by the Government on 23rd March 2020 effective from 26th March 2020 meant that face to face counselling had to transition to virtual services via telephone and video calls, this change continued into the next financial year.

During this year the charity counselled an extra 122 young people compared to last year and increased the number of sessions provided by 152 against the previous year. The split between telephone and video counselling was 50.7% and 49.3% respectively. Nearly 75% of young people supported were aged 18 and below and overall, nearly 75% of those supported were female.

The challenges faced by young people in today's society are significant and youth mental health is at the forefront of everyone's minds. Signpost's commitment to support young people is ongoing and the Trustees look forward to this developing in the years ahead. The Charity has undertaken a significant amount of work to support young people through:

- a) Community mental health advice counselling,
- b) One to one support,
- c) Workshops and group work.

All clients are offered a minimum of twelve sessions, and some may have more depending upon individual

need. The activities and counselling support has been provided by:

- a) Staff.
- b) Freelance counsellors,
- c) Designated safeguarding officer,
- d) Volunteers.

CAMHS work

Signpost delivered community mental health counselling for young people through the CAMHS contract and other grant programmes.

Fundraising

Fundraising has developed during 2020/21 and the Trustees are grateful for the support of a number of donors who have supported the Charity's work. In particular, thanks are extended to:

- a) Dentons UK
- b) One YMCA
- c) Bugler Construction (Foundation)
- d) Elm Tree Trust
- e) Amazon

- f) CAF
- g) Hertfordshire Community Foundation
- h) Watford 3 Rivers
- i) Watford Borough Council

The Charity has also benefitted from donations from several individuals, local schools and community associations' who have been keen to support young people who are encountering mental health challenges. The Trustees are very grateful for this ongoing support which helps to safeguard the future delivery of Signpost services and ongoing delivery of public benefit.

Volunteer support

Signpost has been blessed by the support, commitment and dedication of its volunteers. In a year of change, the impact that they have delivered has been immense. Sincere and grateful thanks are extended to everyone who has given of their time in the service of young people.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

MAIN ACHIEVEMENTS

The Charity's principal achievements were in relation to:

- a) young people,
- b) fundraising'
- c) transition, change and preparing for the future'
- d) transitioning services to cope with Covid restrictions.
- e) transitioned system to Microsoft 365.
- f) launched new website with associated back office function to improve processes.

Young People

The delivery of the community health mental health services, grant funded programmes and one to one counseling support was successful. The Charity published impact information on its website at www.signpostcounselling.org.uk and attention is drawn to this.

Fundraising

The Charity has benefited from the support of:

- a) Individuals through their generous donations and
- b) Grants from trusts and foundations.

The fundraised income in 2020/21 has enabled the Charity to face the future with confidence and seek to further its work.

Transition, and preparing for the future

The transition and change programme that commenced in March 2019 was completed by 31 January 2020

as envisaged. This concentrated period of change was successful and enables Signpost to look forward to the new decade with strength and confidence.

Section E

Financial review

Brief statement of the charity's policy on reserves

SECTION E - FINANCIAL REVIEW RESERVES AND FUNDS

Reserves policy

The Trustees' policy on reserves is to retain six month's expenditures in cash balances.

The funds available to 31 March 2021 demonstrate that the Charity's financial and reserves position is on target.

Fund balances

All unrestricted and restricted funds have positive balances with no deficits. There is no permanent endowment.

FINANCIAL REVIEW

The financial achievements delivered in 2020/21 were:

- a) new sources of fundraised income from trusts and foundations:
- b) Despite in impact of Covid the charity increased the number of counselling sessions and the number of people we were able to support.
- c) savings from changes in working practices due to Covid supported increased counselling.

These activities were successful and aid the ongoing sustainability of the Charity.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

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Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<div>E.K.</div>	<div>Max Beddard</div>
Full name(s)	Elizabeth Knight	Max Beddard
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	<div>17 January 2022</div>	

SIGNPOST		1167027		
Receipts and payments accounts				
For the period from	1 APRIL 2020	To	31 MARCH 2021	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	42,739	-	-	42,739	27,974
Commissioned work	104,179	-	-	104,179	70,384
Projects	9,962	-	-	9,962	16,476
Grants	48,451	-	-	48,451	54,790
Hire fees	-	-	-	-	3,134
Miscellaneous	-	-	-	-	1,410
Sub total (Gross income for AR)	205,331	-	-	205,331	174,168
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	205,331	-	-	205,331	174,168
A3 Payments					
Charitable donations	90	-	-	90	5,000
Salaries	70,558	4,750	-	75,308	61,676
Contractors	48,475	-	-	48,475	41,625
Training	2,300	-	-	2,300	712
Expenses	1,839	-	-	1,839	1,589
Bank, payroll & audit costs	483	-	-	483	2,621
Office costs	2,077	-	-	2,077	7,722
ICT costs	5,389	-	-	5,389	2,361
Property costs	1,983	-	-	1,983	20,640
Sub total	133,194	4,750	-	137,944	143,946
A4 Asset and investment purchases, (see table)					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	133,194	4,750	-	137,944	143,946
Net of receipts/(payments)	72,137	- 4,750	-	67,387	30,222
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	92,253	4,750	-	97,003	66,781
Cash funds this year end	164,390	-	-	164,390	97,003

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF Bank	164,390	-	-
		-	-	-
	Total cash funds	164,390	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details			
			-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	-	-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	-	-	-
		-	-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
		-	-	
		-	-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Max Beddard	MAX BEDDARD	19/01/2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SIGNPOST

I report to the trustees on my examination of the accounts of Signpost ("the charity") for the period ending 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Jason Foxwell FCCA FCIE
independent-examiner.net
39 Enfield Road, Poole, BH15 3LJ

Date: 21 January 2022